



**DEPARTMENT OF THE NAVY**  
NAVSEA SHIPBUILDING SUPPORT OFFICE  
NORFOLK NAVAL SHIPYARD  
PORTSMOUTH, VIRGINIA 23709-5000

9900  
Ser (Number)  
(Date)

(Point of Contact Name)  
(Job Title)  
(Company Name)  
(Street Address)  
(City, State, Zip Code)

Dear (Prefix Point Contact Name):

**SUBJECT: NAVSHIPSO ANNUAL FACILITIES AVAILABLE FOR THE  
CONSTRUCTION OR REPAIR OF SHIPS PRIVATE SHIPYARD SURVEY**

The NAVSEA Shipbuilding Support Office (NAVSHIPSO) under the direction of NAVSEA 05C Cost Engineering and Industrial Analysis Group maintains a database of the United States shipbuilding and repair industry. NAVSHIPSO uses this data to provide DoN/NAVSEA and Associated Program Offices with accurate information on shipbuilding and repair facilities. Data provided is used to evaluate the feasibility of current and proposed shipbuilding programs, assess the capability and adequacy of the United States peacetime and mobilization shipbuilding industrial base and to provide shipbuilding related information to NAVSEA, OPNAV, and various other U.S. Government Organizations. NAVSHIPSO requests your assistance and response to this year's solicitation.

The NAVSHIPSO Industrial Shipbuilding and Repair Base (ISRB) database consists of detailed information on shipyard physical characteristics, employment, shops, equipment, and capital investments. Also listed are the U.S. Public and Private shipyard positions and characteristics for lay and repair berths, dry-docking and new construction programs. All information provided will be treated as Controlled Unclassified Information (CUI). Please be assured that the government does not intend to award a contract based on the information provided by this form.

Attached is the "Facilities Available for the Construction or Repair of Ships – Standard Form 17" for your facility. In the event your organization participated in prior Annual Facilities Available for the Construction or Repair of Ships Private Shipyard Survey by NAVSHIPSO, the form provided has been seeded with the most recent information provided by your facility. Please review and update this information as necessary. For new participants to NAVSHIPSO's annual Facilities Survey, please review and update facility location and point of contact information as well as provide the requested information.

9900  
Ser (Number)  
(Date)

Please return completed Enclosure (1) at your earliest convenience, but no later than (Due Date: 35 Calendar Days from Date), or if you have completed a MARAD survey within the last three years, please forward it to us with an updated orderbook, employment, and capital expenditure addendum using one of the below methods.

Thank you for your support and if you have any questions or comments please call (Sender's Name).

Mailing Address  
(Organization Name)  
(Street Address)  
(City, State, Zip Code)

Facsimile:  
(Fax Number)

Email/Phone  
(Sender's Name):  
(Sender's Email):  
(Sender's Phone Number):

Sincerely,

(First MI Last)  
(Title)

Enclosures: (1) (2021) Facilities Available for the Construction or Repair of Ships – Standard Form 17  
(2) NAVSEA and MARAD Shipyard Level and Capabilities Definitions